

**The Arc Baton Rouge
Baton Rouge, Louisiana
June 30, 2011**

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November 30, 2011

Independent Auditor's Report

The Officers and Board of Directors
The Arc Baton Rouge
Baton Rouge, Louisiana

Members of the Board:

We have audited the accompanying statements of financial position of

**The Arc Baton Rouge
(A Non-Profit Organization)
Baton Rouge, Louisiana**

as of June 30, 2011 and 2010, and the related statements of activities, functional expenses and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Arc Baton Rouge as of June 30, 2011 and 2010, and the changes in its net assets and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2011, on our consideration of The Arc Baton Rouge's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Yours truly,

Hawthorn, Waymouth & Carroll, R.L.P.

The Arc Baton Rouge
Statements of Financial Position
June 30, 2011 and 2010

| A s s e t s | | <u>2011</u> | <u>2010</u> |
|---|--|-------------------------|-------------------------|
| Assets | | | |
| Cash and cash equivalents | | \$529,127 | \$412,631 |
| Investments | | 77,990 | 123,634 |
| Receivables | | | |
| Trade | | 95,667 | 137,548 |
| State contracts | | 137,838 | 70,544 |
| Federal contracts | | 255,624 | 270,233 |
| Inventory | | 17,222 | 15,520 |
| Property, Plant and Equipment, Net | | 922,601 | 965,990 |
| Deposits | | <u>6,243</u> | <u>7,243</u> |
| Total assets | | <u>2,042,312</u> | <u>2,003,343</u> |
| Liabilities and Net Assets | | | |
| Liabilities | | | |
| Accounts payable | | 122,339 | 83,110 |
| Accrued expenses | | 261,595 | 256,732 |
| Line of credit | | 14,485 | 37,626 |
| Deferred income | | 32,294 | 55,648 |
| Accrued pension cost | | <u>1,058,630</u> | <u>1,090,214</u> |
| Total liabilities | | <u>1,489,343</u> | <u>1,523,330</u> |
| Net Assets | | | |
| Unrestricted | | 506,450 | 480,013 |
| Temporarily restricted | | <u>46,519</u> | <u>480,013</u> |
| Total net assets | | <u>552,969</u> | <u>480,013</u> |
| Total liabilities and net assets | | <u>2,042,312</u> | <u>2,003,343</u> |

The accompanying notes are an integral part of these financial statements.

The Arc Baton Rouge
Statements of Activities
Years Ended June 30, 2011 and 2010

| | June 30, 2011 | | | June 30, 2010 | | |
|--|------------------|------------------------|------------------|------------------|------------------------|------------------|
| | Unrestricted | Temporarily Restricted | Total | Unrestricted | Temporarily Restricted | Total |
| Operating: | | | | | | |
| Revenue and Gains | | | | | | |
| Federal and State contracts | \$4,928,706 | | \$4,928,706 | \$4,921,224 | | \$4,921,224 |
| Federal awards | 207,527 | | 207,527 | 213,191 | | 213,191 |
| Program sales and service fees | 339,898 | | 339,898 | 370,028 | | 370,028 |
| Capital Area United Way | 192,568 | | 192,568 | 153,697 | | 153,697 |
| Contributions | 243,220 | \$46,519 | 289,739 | 91,010 | | 91,010 |
| Investment return | 6,808 | | 6,808 | 711 | | 711 |
| Public grants and other income | 501,731 | | 501,731 | 393,825 | | 393,825 |
| Total revenue and gains | <u>6,420,458</u> | <u>46,519</u> | <u>6,466,977</u> | <u>6,143,686</u> | | <u>6,143,686</u> |
| Expenses | | | | | | |
| Program services | 6,087,759 | | 6,087,759 | 6,087,792 | | 6,087,792 |
| General and administrative | 394,160 | | 394,160 | 417,955 | | 417,955 |
| Fund raising | 35,594 | | 35,594 | 31,883 | | 31,883 |
| Total expenses | <u>6,517,513</u> | | <u>6,517,513</u> | <u>6,537,630</u> | | <u>6,537,630</u> |
| Increase (Decrease) in Net Assets from Operating Activities | (97,055) | 46,519 | (50,536) | (393,944) | | (393,944) |
| Non-Operating: | | | | | | |
| Pension-related changes other than net periodic pension costs | 123,492 | | 123,492 | (38,870) | | (38,870) |
| Increase (Decrease) in Net Assets | 26,437 | 46,519 | 72,956 | (432,814) | | (432,814) |
| Net Assets, beginning of year | <u>480,013</u> | | <u>480,013</u> | <u>912,827</u> | | <u>912,827</u> |
| Net Assets, end of year | <u>506,450</u> | <u>46,519</u> | <u>552,969</u> | <u>480,013</u> | | <u>480,013</u> |

The accompanying notes are an integral part of these financial statements.

The Arc Baton Rouge
Statement of Functional Expenses
Year Ended June 30, 2011

| | Metro Enterprises Business | Metro Enterprises Rehabil- itation | Early Intervention Programs | Respite Care Programs | Louisiana Career Development Center | Vocational Services Placement | Community Services | Life | Program Services | Manage- ment General and Other | Fund Raising | 2011 Totals |
|-----------------------------------|----------------------------------|---|-----------------------------------|-----------------------------|--|-------------------------------------|-----------------------|-------------|---------------------|---|-----------------|----------------|
| Compensation and Related Benefits | | | | | | | | | | | | |
| Salaries | \$260,412 | \$541,345 | \$563,909 | \$1,119,423 | \$117,442 | \$63,152 | \$31,486 | \$1,101,758 | \$3,798,927 | \$203,131 | \$20,000 | \$4,022,058 |
| Payroll taxes | 20,372 | 40,943 | 41,512 | 85,088 | 7,745 | 4,126 | 2,396 | 84,621 | 286,803 | 16,608 | | 303,411 |
| Employee health | | 48,337 | 27,649 | 67,964 | 11,384 | 4,785 | 3,983 | 77,658 | 241,760 | 17,010 | | 258,770 |
| Retirement plan | 19,009 | 25,056 | 61,273 | 21,033 | 13,745 | 2,894 | 1,553 | 14,157 | 158,720 | 39,438 | | 198,158 |
| | 299,793 | 655,681 | 694,343 | 1,293,508 | 150,316 | 74,957 | 39,418 | 1,278,194 | 4,486,210 | 276,187 | 20,000 | 4,782,397 |
| Contractual services | 35,517 | 947 | | | | | | | 36,464 | | | 36,464 |
| Professional services | 442 | 8,098 | 206,304 | 2,611 | | 7,411 | 27,138 | 2,723 | 254,727 | 39,041 | | 293,768 |
| Supplies | 1,867 | 5,655 | 79,880 | 6,821 | 710 | 421 | 3,932 | 6,256 | 105,542 | 10,669 | | 116,211 |
| Utilities and telephone | 15,451 | 36,901 | 43,834 | 15,394 | 14,995 | 5,867 | 597 | 6,808 | 139,847 | 15,624 | | 155,471 |
| Maintenance and equipment rental | 6,585 | 9,945 | 16,830 | 8,874 | 2,097 | 9,553 | | 3,590 | 57,474 | 6,746 | | 64,220 |
| Memberships dues | | 153 | 149 | 76 | 78 | 38 | 38 | 76 | 608 | 15,645 | | 16,253 |
| Travel and transportation | 72 | 1,741 | 46,051 | 22,664 | 1,813 | 1,775 | 195 | 27,077 | 101,388 | 9,301 | | 110,689 |
| Office expenses | 17 | 361 | 902 | 833 | 72 | 88 | 2,790 | 618 | 5,681 | 5,989 | | 11,670 |
| General insurance | 290 | 48,203 | 11,734 | 11,733 | 10,756 | 2,933 | | 1,745 | 87,394 | 12,962 | | 100,356 |
| Worker's compensation | 5,974 | 10,241 | 13,522 | 34,155 | 1,951 | 647 | 1,207 | 34,088 | 101,785 | 1,208 | | 102,993 |
| Vehicle expenses | 10,012 | 13,510 | 166 | 1,466 | | | | 57 | 25,211 | | | 25,211 |
| Program transportation | | 36,400 | | | | | | | 36,400 | | | 36,400 |
| Interest expense | | 767 | 222 | 126 | | | | | 1,115 | 252 | | 1,367 |
| Other expenses | 461 | 2,233 | 6,483 | 3,207 | 157 | 161 | 16,406 | 1,958 | 31,066 | 536 | 15,594 | 47,196 |
| Assistance to individuals | | | | | 15 | | 523,273 | | 523,288 | | | 523,288 |
| Depreciation | 19,970 | 26,590 | 8,751 | 11,112 | 24,716 | 2,420 | | | 93,559 | | | 93,559 |
| Total functional expenses | 396,451 | 857,426 | 1,129,171 | 1,412,580 | 207,676 | 106,271 | 614,994 | 1,363,190 | 6,087,759 | 394,160 | 35,594 | 6,517,513 |

The accompanying notes are an integral part of these financial statements.

The Arc Baton Rouge
Statement of Functional Expenses
Year Ended June 30, 2010

| | Metro Enterprises Business | Metro Enterprises Rehabil- itation | Early Intervention Programs | Respite Care Programs | Louisiana Career Development Center | Vocational Services Placement | Community Services | Community Life | Total Program Services | Manage- ment General and Other | Fund Raising | 2010 Totals |
|-----------------------------------|----------------------------------|---|-----------------------------------|-----------------------------|--|-------------------------------------|-----------------------|-------------------|------------------------------|---|-----------------|------------------|
| Compensation and Related Benefits | | | | | | | | | | | | |
| Salaries | \$340,022 | \$548,620 | \$581,354 | \$1,147,447 | \$167,216 | \$112,031 | \$69,703 | \$1,101,067 | \$4,067,460 | \$207,970 | \$20,000 | \$4,295,430 |
| Payroll taxes | 26,563 | 40,404 | 43,149 | 85,830 | 11,806 | 7,715 | 5,236 | 84,227 | 304,930 | 10,611 | | 315,541 |
| Employee health | | 55,856 | 33,836 | 75,164 | 15,202 | 10,755 | 4,955 | 64,429 | 260,197 | 20,661 | | 280,858 |
| Retirement plan | <u>5,592</u> | <u>37,091</u> | <u>34,959</u> | <u>34,515</u> | <u>9,963</u> | <u>7,485</u> | <u>5,731</u> | <u>22,294</u> | <u>157,630</u> | <u>45,594</u> | <u>—</u> | <u>203,224</u> |
| | 372,177 | 681,971 | 693,298 | 1,342,956 | 204,187 | 137,986 | 85,625 | 1,272,017 | 4,790,217 | 284,836 | 20,000 | 5,095,053 |
| Contractual services | 49,415 | 21 | | | | | | | 49,436 | | | 49,436 |
| Professional services | | 20,228 | 221,342 | 4,590 | 3,390 | 2,254 | 11,481 | 3,045 | 266,330 | 24,086 | | 290,416 |
| Supplies | 2,678 | 10,428 | 66,003 | 6,397 | 2,228 | 834 | 4,593 | 3,684 | 96,845 | 8,904 | | 105,749 |
| Utilities and telephone | 16,043 | 40,317 | 36,104 | 13,852 | 20,131 | 7,367 | 874 | 6,392 | 141,080 | 14,493 | | 155,573 |
| Maintenance and equipment rental | 20,116 | 18,217 | 14,794 | 7,326 | 3,086 | 1,272 | | 3,204 | 68,015 | 12,906 | | 80,921 |
| Membership dues | | 153 | 153 | 76 | 38 | 38 | 38 | 76 | 572 | 25,383 | | 25,955 |
| Travel and transportation | 258 | 1,816 | 31,505 | 24,765 | 5,970 | 1,907 | 2,187 | 25,502 | 93,910 | 17,454 | | 111,364 |
| Office expenses | 341 | 465 | 582 | 799 | 118 | 421 | 2,713 | 681 | 6,120 | 7,527 | | 13,647 |
| General insurance | | 45,025 | 11,169 | 10,951 | 10,038 | 2,738 | | 3,615 | 83,536 | 11,945 | | 95,481 |
| Worker's compensation | 6,336 | 9,610 | 12,425 | 35,216 | 1,923 | 1,214 | 778 | 33,755 | 101,257 | 765 | | 102,022 |
| Vehicle expenses | 13,246 | 12,304 | 1,233 | 2,467 | | | | 5 | 29,255 | | | 29,255 |
| Program transportation | | 28,700 | | | | | | | 28,700 | | | 28,700 |
| Interest expense | | 374 | 11 | 462 | | | | | 847 | | | 847 |
| Other expenses | 1,799 | 19,066 | 3,460 | 5,935 | 1,177 | 470 | 1,247 | 2,383 | 35,537 | 9,656 | 11,883 | 57,076 |
| Assistance to individuals | | | | | 66 | | 201,615 | | 201,681 | | | 201,681 |
| Depreciation | | <u>47,418</u> | <u>12,010</u> | <u>7,670</u> | <u>23,409</u> | <u>1,242</u> | <u>—</u> | <u>2,705</u> | <u>94,454</u> | <u>—</u> | <u>—</u> | <u>94,454</u> |
| Total functional expenses | <u>482,409</u> | <u>936,113</u> | <u>1,104,089</u> | <u>1,463,462</u> | <u>275,761</u> | <u>157,743</u> | <u>311,151</u> | <u>1,357,064</u> | <u>6,087,792</u> | <u>417,955</u> | <u>31,883</u> | <u>6,537,630</u> |

The accompanying notes are an integral part of these financial statements.

The Arc Baton Rouge
Statements of Cash Flows
Years Ended June 30, 2011 and 2010

| | <u>2011</u> | <u>2010</u> |
|--|-----------------------|-----------------------|
| Cash Flows From Operating Activities | | |
| Increase (decrease) in net assets | \$72,956 | (\$432,814) |
| Adjustments to reconcile change in net assets to net cash provided by operating activities | | |
| Depreciation | 93,559 | 94,454 |
| Loss on disposal/sale of fixed asset | 54 | 2 |
| Net unrealized (gain) loss on investments | 45,644 | 1,316 |
| Write-off of notes receivable | | 14,026 |
| Changes in operating assets and liabilities | | |
| (Increase) decrease in: | | |
| Accounts receivable | (10,804) | 10,679 |
| Inventory | (1,702) | 1,129 |
| Deposits | 1,000 | (1,000) |
| Increase (decrease) in: | | |
| Accounts payable | 39,229 | (20,420) |
| Accrued expenses | 4,863 | (1,625) |
| Deferred income | (23,354) | 55,648 |
| Accrued pension cost | <u>(31,584)</u> | <u>118,008</u> |
| <u>Net cash provided (used) by operating activities</u> | <u>189,861</u> | <u>(160,597)</u> |
| Cash Flows From Investing Activities | | |
| Purchase of property and equipment | (50,224) | (57,460) |
| Purchase of investments | | (221) |
| Collections on notes receivable | | <u>15,785</u> |
| <u>Net cash used by investing activities</u> | <u>(50,224)</u> | <u>(41,896)</u> |
| Cash Flows From Financing Activities | | |
| Increase (decrease) in line of credit | <u>(23,141)</u> | <u>37,626</u> |
| <u>Net cash provided by financing activities</u> | <u>(23,141)</u> | <u>37,626</u> |
| Net Increase (Decrease) in Cash and Cash Equivalents | 116,496 | (164,867) |
| Cash and Cash Equivalents, beginning of year | <u>412,631</u> | <u>577,498</u> |
| Cash and Cash Equivalents, end of year | <u><u>529,127</u></u> | <u><u>412,631</u></u> |

The accompanying notes are an integral part of these financial statements.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 1-Nature of Organization

The Arc Baton Rouge (the "Organization") is a not-for-profit organization which promotes, develops, monitors, supports, and directly provides services to improve the well being of people with disabilities and their families from East Baton Rouge and surrounding parishes. The Arc Baton Rouge has various funding resources that include the Capital Area United Way agency and federal and state contracts and grants.

The Arc Baton Rouge offers the following service programs:

Metro Enterprises: (Metro Business and Metro Habilitation) Day program services offer opportunities for people (age 22 and over) with mental retardation or other developmental disabilities to become more independent, integral, and productive members of society. Services include work adjustment training, community life enrichment, and paid work experience.

The Arc Baton Rouge Children's Services: (The Arc Early Head Start and Child Care Center and Early Intervention) Promotes the rights and full inclusion of children with special needs and their families. Together with community partners, the program provides services, support, and advocacy that inspire the community and individuals. The program provides child development services through The Arc Early Head Start and Child Care Center. Early Intervention services are provided for children with disabilities and families in home and community settings. The program also supports inclusion through training and technical assistance projects to support Early Childhood teachers and child care providers to include children with disabilities in natural settings. The Arc Children's Services also provides services to families of children with disabilities through parent support and training.

Respite Care Programs: The primary objective of Respite is to help prevent or delay institutionalization of individuals with developmental disabilities. The program provides relief, whether through physical assistance, supervision, or accompaniment on outings, for the primary care providers of children and adults with developmental disabilities. The support may occur in the individual's home, the community, or the Respite Center. It may occur regularly, or the family may only request assistance in an emergency situation.

Louisiana Career Development Center: Provides individuals who are deaf or deaf/blind with comprehensive assessments, travel training, work ethics training (including an internship), individual job placement in area businesses, and follow-up support to employees and employers.

Baton Rouge Vocational Services: Develops and creates employment opportunities for individuals (age 16 and older) with disabilities through a partnership with Louisiana Rehabilitation Services (LRS). Provides vocational assessments, job readiness skills, job placement and training services, and follow-up services.

Community Services: Provides disability education to the general public, service referral, advocacy, crisis assistance, and coordination of volunteer efforts, as well as recreational and leisure activities. Works with other established agencies to provide inclusive recreational opportunities for individuals with developmental disabilities and coordinates an array of recreational and special events. An adaptive swim program with individual therapy and lessons is offered every summer.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 1-Nature of Organization (Continued)

Community Life: Provides supported living services to adults with developmental disabilities who require assistance or support to live in their own homes in the community. The goal of Community Life is to provide opportunities and support for individuals in their quest to live as independently as possible and to be successfully included in the community.

Note 2-Significant Accounting Policies

A. Basis of Accounting

The financial statements are prepared using the accrual basis of accounting, recognizing revenue when earned and expenses when incurred.

B. Basis of Presentation

Financial statement presentation follows the recommendations of the Accounting for Not-for-Profit Organizations Topic of the FASB Accounting Standards Codification. Under this topic, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted assets. These net asset classifications are described as follows:

Unrestricted Net Assets - not subject to donor-imposed restrictions. Unrestricted net assets may be designated for specific purposes or locations by action of the Board of Directors.

Temporarily Restricted Net Assets - subject to donor-imposed stipulations that may be fulfilled by actions of the Center to meet the stipulations or become unrestricted at the date specified by the donor.

Permanently Restricted Net Assets - subject to donor-imposed stipulations that they be retained and invested permanently by the Company.

The Organization has no permanently restricted net assets.

C. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

D. Cash and Cash Equivalents

The Organization considers all funds on hand and with financial institutions with maturities of three months or less to be cash equivalents.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 2-Significant Accounting Policies (Continued)

E. Receivables

The Organization considers receivables to be fully collectible; accordingly, no allowance for doubtful accounts is required. If amounts become uncollectible, they will be charged to operations when that determination is made.

F. Inventory

Inventory is stated at the lower of cost or market using the first-in first-out method.

G. Investments

Investments in equity securities with readily determinable fair values and all debt securities are carried at fair value. Fair value is determined using quoted market prices (where available) or, if not available, estimated fair values based on quoted market prices of financial instruments with similar characteristics. All other investments are carried at the lower of cost or market. Recognized gains and losses on investments are reflected in the statement of activities. Dividends and interest income are recorded during the period earned. Unrealized gains and losses are included in the changes in net assets. Investment income is reported as increases in unrestricted net assets in the reporting period in which the income and gains are recognized.

The Organization adopted the Fair Value Measurements and Disclosures Topic under the FASB - Accounting Standards Codification. Under this topic, fair value is defined as the price that would be received to sell an asset or paid to transfer a liability (i.e. the "exit price") in an orderly transaction between market participants at the measurement date. The topic establishes a hierarchical framework which prioritizes and ranks the level of market price observability used in measuring investments at fair value. Market price observability is impacted by a number of factors, including the type of investment and the characteristics specific to the investment.

Observable inputs are inputs that market participants would use in pricing the asset or liability based on market data obtained from sources independent of the Organization. Unobservable inputs are inputs that reflect the Organization's assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available. Investments with readily available actively quoted prices or for which fair value can be measured from actively quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value.

Assets measured and reported at fair value are classified and disclosed in one of the following categories:

- Level I: Quoted prices (unadjusted) in active markets which are accessible at the measurement date.
- Level II: Prices based on observable inputs corroborated by market data but no quoted active markets.
- Level III: Prices based on unobservable inputs, including situations where there is little, if any, market activity for the assets or liabilities. The inputs used in the determination of fair value require significant management judgment or estimation.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 2-Significant Accounting Policies (Continued)

G. Investments (Continued)

In certain cases, the inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, an investment's level within the fair value hierarchy is based on the lowest level of input that is significant to the fair value measurement. The assessment of the significance of a particular input to the fair value measurement in its entirety requires judgment and considers factors specific to the investments.

H. Property and Equipment

Property and equipment are recorded at cost. Property and equipment donated for operations are recorded as additions to net assets at fair value at the date of receipt and depreciated using the straight-line method of depreciation over the useful lives of the assets, which range from 3-35 years.

Expenditures for major additions of property and equipment are capitalized. Expenditures for maintenance and repairs are charged to expense as incurred.

I. Support

Contributions received and unconditional promises to give are measured at their fair values and are reported as an increase in net assets. The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets or if they are designated as support for future periods. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activity as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period as received are reported as unrestricted support.

The Organization reports gifts of goods and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

J. Contract Revenue

The Organization depends significantly on grant contract reimbursements to carry out its program activities. This revenue is disclosed as program revenue on the statements of activities.

Grant revenue is recorded as related expenses are incurred, and reimbursement requests are submitted to the grantor agency.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 2-Significant Accounting Policies (Continued)

K. Income Taxes

The Organization has been recognized by the Internal Revenue Service as a not-for-profit organization as described in Section 501 (c)(3) of the Internal Revenue Code and is exempt from federal income taxes. However, income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business income. The Organization has been classified as an organization other than a private foundation.

The Organization adopted the accounting guidance related to accounting for uncertainty in income taxes, which sets out a consistent framework to determine the appropriate level of tax reserves to maintain for uncertain tax positions. The Organization recognizes the effect of income tax positions only if the positions are more likely than not of being sustained. Recognized income tax positions are recorded at the largest amount that is greater than 50% likely of being realized. Changes in the recognition or measurement are reflected in the period in which the change in judgment occurs.

The Organization evaluated its position regarding the accounting for uncertain income tax positions and does not believe that it has any material uncertain tax positions. With few exceptions, the Organization is no longer subject to federal, state, or local tax examinations by tax authorities for years before June 30, 2008.

L. Functional Expenses

The Organization allocates functional expenses primarily by specific identification of program expenses which include salaries of personnel assigned to specific programs. However, certain administrative salaries and related expenses and other general expenses are allocated using percentages which are adjusted annually. These percentages coincide with grant agreements and budgets.

M. Reclassifications

Certain reclassifications have been made to the prior year's financial statements to conform with the current year's financial statement presentation. The reclassifications had no effect on net assets or the increase in net assets.

Note 3-Investments

Investments in money market funds and certificates of deposits are stated at cost and equity investments are stated at market value as quoted by national publications. At June 30, 2011 and 2010, investments are as follows:

| | <u>2011</u> | <u>2010</u> |
|--------------------------------------|----------------------|-----------------------|
| Certificate of deposit | | \$50,000 |
| Money Market Funds | \$63,748 | 63,559 |
| Equity investments - corporate stock | <u>14,242</u> | <u>10,075</u> |
| | <u>77,990</u> | <u>123,634</u> |

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 3-Investments (Continued)

Investment income from cash equivalents and investments is comprised of the following for the years ended June 30, 2011 and 2010:

| | <u>2011</u> | <u>2010</u> |
|-----------------------------|--------------------|--------------------|
| Unrestricted | | |
| Dividends and interest | \$380 | \$371 |
| Net unrealized gains (loss) | <u>4,166</u> | <u>(1,316)</u> |
| <u>Total (loss)</u> | <u>4,546</u> | <u>(945)</u> |

Note 4-Property and Equipment

A summary of property and equipment at June 30, 2011 and 2010, is as follows:

| | <u>2011</u> | <u>2010</u> |
|------------------------------------|--------------------|--------------------|
| Buildings and improvements | \$2,243,539 | \$2,236,509 |
| Furniture and equipment | 567,330 | 529,163 |
| Vehicles | <u>174,320</u> | <u>174,320</u> |
| | 2,985,189 | 2,939,992 |
| Less depreciation to date | <u>2,272,585</u> | <u>2,183,999</u> |
| | 712,604 | 755,993 |
| Land | <u>209,997</u> | <u>209,997</u> |
| <u>Property and equipment, net</u> | <u>922,601</u> | <u>965,990</u> |

Note 5-Line of Credit

The Arc Baton Rouge has a line of credit with Capital One Bank, N.A. for \$200,000, due on demand, of which \$14,485 and \$37,626 were drawn at June 30, 2011 and 2010, respectively. The interest rate at June 30, 2011 and 2010 was the prime rate of 3.25%. The line is secured by the building on Kelwood Avenue.

Note 6-Pension Plan

The Organization has a Defined Benefit pension plan which covers substantially all of its employees who meet eligibility requirements. Benefits under the plan are generally based on the employee's compensation during the highest five consecutive calendar years' salary during the last ten completed calendar years of service before retirement. The pension plan is funded in accordance with the requirements of the Employee Retirement Income Security Act of 1974.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 6-Pension Plan (Continued)

The following table presents the changes in benefit obligations, changes in Plan assets, and the composition of accrued benefit costs in the statements of financial position for the years ended June 30, 2011 and 2010.

| | Pension Benefits | |
|---|-------------------------|--------------------|
| | <u>2011</u> | <u>2010</u> |
| Changes in Benefit Obligations | | |
| Benefit obligations at beginning of year | \$4,194,530 | \$3,679,766 |
| Service cost | 167,931 | 158,666 |
| Interest cost | 234,414 | 232,361 |
| Change due to assumption changes | 114,759 | 285,794 |
| Actuarial (gain) loss | (20,053) | (79,248) |
| Benefits paid | (492,962) | (53,476) |
| Expense charges | <u>(37,392)</u> | <u>(29,333)</u> |
| <u>Benefit obligations at end of year</u> | <u>4,161,227</u> | <u>4,194,530</u> |
| Changes in Plan Assets | | |
| Fair value of plan assets at beginning of year | 3,104,316 | 2,707,560 |
| Actual return on plan assets | 429,035 | 361,065 |
| Employer contributions | 99,600 | 118,500 |
| Benefits paid (including expense charges) | <u>(530,354)</u> | <u>(82,809)</u> |
| <u>Fair value of plan assets at end of year</u> | <u>3,102,597</u> | <u>3,104,316</u> |
| <u>Funded status/accrued benefit costs</u> | <u>(1,058,630)</u> | <u>(1,090,214)</u> |

The Organization adopted the recognition of the funded status provisions of the Employer's Accounting for Defined Benefit Pension and Other Post-retirement Plans Topic under the FASB - Accounting Standards Codification. This topic requires companies to recognize an asset or liability for the overfunded or underfunded status of their benefit plans in their financial statements.

Pension related changes other than net periodic cost under the Employer's Accounting for Defined Benefit Pension and Other Post-retirement Plans Topic of the FASB - Accounting Standards Codification are as follows:

| | Pension Benefits | |
|--------------------------------|-------------------------|--------------------|
| | <u>2011</u> | <u>2010</u> |
| Prior service credit (cost) | (\$74,477) | (\$74,477) |
| Net actuarial gain (loss) | 318,145 | 41,139 |
| Transition obligation or asset | <u>(7,244)</u> | <u>(5,532)</u> |
| <u>Total</u> | <u>236,424</u> | <u>(38,870)</u> |

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 6-Pension Plan (Continued)

Items not yet recognized as a component of net periodic benefit costs:

| | <u>2011</u> | <u>2010</u> |
|--|-----------------------|-------------------------|
| Unrecognized prior service credit (cost) | (\$222,767) | (\$297,244) |
| Unrecognized net actuarial loss | 1,055,810 | 1,373,955 |
| Transition obligation or asset | <u>(14,050)</u> | <u>(21,294)</u> |
| <u>Total</u> | <u>818,993</u> | <u>1,055,417</u> |

The accumulated benefit obligation for the pension plan was approximately \$3.1 million as of June 30, 2011 and 2010, respectively.

The weighted average assumptions used to determine benefit obligations and net benefit costs for the years ended 2011 and 2010 are as follows.

| | <u>Pension Benefits</u> | |
|---|--------------------------------|--------------------|
| | <u>2011</u> | <u>2010</u> |
| Benefit Obligations | | |
| Discount rate | 5.25% | 5.50% |
| Expected long-term rate of return on plan assets | 7.25% | 7.50% |
| Rate of compensation increase | 4.50% | 4.50% |
| Net Benefit Costs | | |
| Discount rate | 5.25% | 5.50% |
| Expected long-term, rate of return on plan assets | 7.25% | 7.50% |
| Rate of compensation increase | 4.50% | 4.50% |

The Expected Long-Term Rate of Return on Plan Assets assumption of 7.25% was selected using the "building block" approach described by the Actuarial Standards Board in Actuarial Standards of Practice No. 27-Selection of Economic Assumptions for Measuring Pension Obligations. Based on The ARC Baton Rouge's investment policy for the pension plan in effect as of the beginning of fiscal year, a best estimate range was determined for both the real rate of return (net of inflation) and for inflation based on historical thirty year period rolling averages. An average inflation rate within the range equal to 3.75% was selected and added to the real rate of return range to arrive at a best estimate range of 6.09% to 8.46%. A rate within the best estimate range of 7.25% was selected.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 6-Pension Plan (Continued)

The components of net periodic benefit costs for the years ended June 30, 2011 and 2010 are as follows (in thousands):

| | <u>Pension Benefits</u> | |
|---|--------------------------------|-----------------------|
| | <u>2011</u> | <u>2010</u> |
| Service cost | \$167,931 | \$158,666 |
| Interest cost | 234,414 | 232,361 |
| Expected return on plan assets | (227,319) | (204,406) |
| Amortization of unrecognized transitional obligation or (asset) | (5,532) | (5,532) |
| Amount of recognized actuarial (gains) or losses | 96,491 | 91,026 |
| Amount of prior service cost recognized | (74,477) | (74,477) |
| Amount of (gain) or loss recognized due to settlement | <u>112,932</u> | <u> </u> |
| <u>Net periodic benefit costs</u> | <u>304,440</u> | <u>197,638</u> |

The Organization expects to contribute approximately \$150,000 to the plan in 2012. Benefits expected to be paid during the ensuing five years and thereafter, are approximately as follows:

| <u>Fiscal Year Beginning</u> | <u>Pension Benefits</u> |
|-------------------------------------|--------------------------------|
| July 1, 2011 | \$263,000 |
| July 1, 2012 | 48,000 |
| July 1, 2013 | 59,000 |
| July 1, 2014 | 340,000 |
| July 1, 2015 | 781,000 |
| July 1, 2016 - 2020 | 1,752,000 |

Plan Assets by Category

| | <u>As of June 30, 2011</u> | | <u>As of June 30, 2010</u> | |
|-----------------|-----------------------------------|-----------------------|-----------------------------------|-----------------------|
| | <u>Amount</u> | <u>Percent</u> | <u>Amount</u> | <u>Percent</u> |
| Equity | \$1,276,918 | 41.16 | \$1,136,345 | 36.60 |
| Fixed Income | 1,676,579 | 54.04 | 1,830,540 | 58.97 |
| General Account | <u>149,100</u> | <u>4.80</u> | <u>137,431</u> | <u>4.43</u> |
| Total | <u>3,102,597</u> | <u>100.00</u> | <u>3,104,316</u> | <u>100.00</u> |

The Organization's investment strategy is a long-term investment mix of forty percent common stocks and sixty percent fixed income investments which include bonds and cash equivalents. The permitted range by investment category is 25% - 75% for common stock and bond funds and up to 40% for cash equivalent funds.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 7-Pension Plan - Defined Contribution

The Organization has a non-contributory defined contribution plan subject to Section 403(b) of the Internal Revenue Code. The plan covers all of its employees who meet eligibility requirements. Employees may contribute 100% of eligible compensation, not to exceed federal limits.

Note 8-Temporarily Restricted Net Assets

Temporarily restricted net assets at June 30, 2011 are as follows:

| | |
|-----------------|-----------------|
| Deaf/Blind Camp | <u>\$46,519</u> |
|-----------------|-----------------|

Note 9-Concentration of Risk

Credit receivables have significant concentrations of credit risk in the governmental sector in the Baton Rouge, Louisiana area. At June 30, 2011 and 2010, the portion of these receivables related to this sector was approximately 80% and 71%, respectively.

At various times during the year, interest bearing accounts on deposit with one banking institution exceeded the \$250,000 insured by the Federal Deposit Insurance Corporation. Management monitors the financial condition of the financial institution on a regular basis, along with their balances in cash and cash equivalents to minimize this potential risk.

Note 10-Economic Dependency

The Organization receives a majority of its revenue from funds provided through programs administered by the State of Louisiana and United Way. The program amounts are appropriated each year by the Federal and State governments and the United Way Agency. If significant budget cuts are enacted at the Federal and/or State level, the amount of the funds the Organization receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Organization will receive in the next fiscal year.

Note 11-Contingencies - Federal and State Programs

The Organization participates in Federal and State programs, which are governed by various rules and regulations. Costs charged to the grant programs are subject to audit and adjustment by the grantor agency; therefore, to the extent that the Organization has not complied with the rules and regulations governing the grants, refunds of any money received and the collectibility of any related receivable at year end may be impaired.

A Medicaid audit of client service logs, staff files, and corresponding billing records was performed in October 2010 covering the period of January 1, 2010 to March 31, 2010. Findings of that audit were transmitted to management in July 2011. The amount of disallowed costs is undeterminable at this time. Management filed documentation refuting the findings and has requested an informal hearing.

The Arc Baton Rouge
Notes to Financial Statements
June 30, 2011

Note 11-Contingencies - Federal and State Programs (Continued)

In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any significant disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and The Arc Baton Rouge.

Note 12-Assets Measured at Fair Value on a Recurring Basis

Assets measured at fair value on a recurring basis at June 30, 2011 comprise the following:

| | Quoted Prices in Active Markets (Level 1) | Other Observable Inputs (Level 2) | Un- observable Inputs (Level 3) | Total |
|----------------------|--|--|--|---------------|
| June 30, 2011 | | | | |
| Money Market Funds | \$63,748 | — | — | \$63,748 |
| Equity Investments | | | | |
| Corporate stocks | <u>14,242</u> | <u>—</u> | <u>—</u> | <u>14,242</u> |
| | <u>77,990</u> | <u>—</u> | <u>—</u> | <u>77,990</u> |
| June 30, 2010 | | | | |
| Money Market Funds | \$63,558 | — | — | \$63,558 |
| Equity Investments | | | | |
| Corporate stocks | <u>10,075</u> | <u>—</u> | <u>—</u> | <u>10,075</u> |
| | <u>73,633</u> | <u>—</u> | <u>—</u> | <u>73,633</u> |

Generally, for all investments and assets held in trust, fair value is determined by reference to quoted market prices and other relevant information generated by market transactions.

Note 13-Subsequent Events

The Organization evaluated all subsequent events through November 30, 2011, the date the financial statements were available to be issued. As a result, the Organization noted no subsequent events that required adjustment to, or disclosure in, these financial statements.

HAWTHORN, WAYMOUTH & CARROLL, L.L.P.

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November 30, 2011

**Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Directors
The Arc Baton Rouge
Baton Rouge, Louisiana

Members of the Board:

We have audited the financial statements of The Arc Baton Rouge (A Non-Profit Organization), Baton Rouge, Louisiana, as of and for the year ended June 30, 2011, and have issued our report thereon dated November 30, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered The Arc Baton Rouge's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Arc Baton Rouge's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of The Arc Baton Rouge's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Arc Baton Rouge's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, Board of Directors, federal awarding agencies, pass-through entities, and the Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Yours truly,
Hawthorn, Weymouth & Carroll, L.L.P.

**The Arc Baton Rouge
Summary of Current Year Findings
Year Ended June 30, 2011**

Findings - Financial Statement Audit

None.

**The Arc Baton Rouge
Summary of Prior Year Findings
Year Ended June 30, 2010**

Findings - Financial Statement Audit

None.